

Plan Implementation Program

Implementation of the recommendations proposed in this plan can be accomplished using a variety of tools. The City can regulate land, offer incentives for its development and undertake its own improvement projects. These powers fall into three categories:

- The City's official controls
- The City's capital improvements program
- The City's housing implementation program

The *Waconia Comprehensive Plan* must respond to the continuous stream of changes that occur in the community. This chapter describes how the plan's usefulness will be monitored and how it may be amended as projected growth occurs over the next 20 years.

Implementation Program Objectives

1. **Official Controls:** Amend the zoning and subdivision ordinances as necessary for consistency with the comprehensive plan and applicable State statutes.
2. **Housing Implementation Program:** Adopt official controls, fiscal tools and/or incentives to carry out the housing plan described in Chapter 7 of this *Comprehensive Plan*.
3. **Reports, Review and Amendments:** Prepare an annual report on how the plan is being used, periodic amendments as conditions warrant and formal reviews of the plan at least once every ten years.
4. **Consistency with the Plan:** Try to align all major City actions, spending and ordinances with the goals and policies expressed in the *Comprehensive Plan*.
5. **Capital Improvements Program:** Adopt and use a five-year capital improvements program to guide local public spending in harmony with this plan.

Official Controls

1. **Zoning and Subdivision Ordinances:** Amend the zoning and subdivision ordinances for consistency with the comprehensive plan and applicable statutes.

The City of Waconia zoning and subdivision ordinances are already in place, and only minor text changes will be required to implement the goals and policies expressed in this comprehensive plan. Zoning map changes will be undertaken as needed when land use changes consistent with this plan are proposed.

The zoning ordinance and the zoning map are described in the Land Use chapter of this plan. The ordinances include the full range of zoning districts that will be used to implement the plan.

2. **Official Maps:** Adopt an Official Map(s) consistent with Minnesota Statute 462.359 that reserve property for future, planned arterial roads, water storage tanks or other public facilities where the future location has been adequately identified.
3. **Development Application Reviews:** Make land use and development decisions in a reasonable, predictable manner based on approved plans and ordinances.

City staff and the Planning Commission will strive to review development applications as expeditiously as possible while allowing the necessary public comment. Staff will continue to make applicants aware early in the process of the requirements of all applicable ordinances and plans so as to avoid later delays.

At the same time, staff will strive to work with applicants to ensure that the planning and design aims of the *Comprehensive Plan* are implemented. This may involve interpreting objectives or guidelines that are not clear-cut and specific, and persuading developers to amend their designs to satisfy community aims not expressly stated in the zoning ordinance but contained in the *Waconia Comprehensive Plan* or neighborhood plans.

When reviewing development or rezoning applications, or when preparing small-area or neighborhood plans, City staff and officials will consult the policies of the *Plan*.

Housing Implementation Program

Adopt official controls, fiscal tools and/or incentives to carry out the housing plan described in Chapter 7 of this *Comprehensive Plan*.

Applicable official controls, fiscal tools or incentives to carry out the housing plan described in Chapter 7 of this *Comprehensive Plan* may include but are not limited to:

- **Planning** land for a wide range of housing types and densities through the Land Use Plan of this comprehensive plan.
- **Zoning** to implement the land use plan map and policies, including higher allowable densities or the use of flexible design mechanisms such as the planned-

unit development provisions of the zoning ordinance.

- **Site redevelopment assistance** through tax increment financing, local tax abatement, or housing bonds. Tax increment financing, tax abatement and housing bond requests will only be considered for housing projects if the proposed project is consistent with the City’s Housing Plan indicated in Chapter 7 of the Comprehensive Plan.
- **Rent assistance** through the federal Section 8 program available through either the Carver County CDA or the Metropolitan Council HRA.
- **Housing rehabilitation loans** funded by local Community Development Block Grant (CDBG) funds, the Carver county CDA, the Greater Metropolitan Housing Corporation, and Minnesota Housing.
- First-time **homebuyer assistance** funded by the Carver County CDA, the Greater Metropolitan Housing Corporation or Minnesota Housing.
- **Rental housing development** programs sponsored by the Carver County CDA, Minnesota Housing Finance Agency, the Greater Metropolitan Housing Corporation or local housing development revenue bonds.
- Cooperating with a **non-profit housing development** corporation to develop or preserve **affordable housing** opportunities.

The table below connects identified housing needs to available tools and provides a brief description on when the city, if at all, will consider using each available tool. This information also includes housing resources that are utilized by partners such as Carver County and MN Housing. For consistency with the Thrive MSP – Housing Policy Plan, all widely recognized tools have been described and included even if the city has not committed to use each tool represented.

**Table 8-1
Housing Tools/Implementation**

Identified Need	Available Tools	Circumstances and Sequence of Use
Life-Cycle Housing Opportunities	Permit accessory apartments in the R-2, Single-Family Residential District	The City Code allows accessory apartments in the R-2 zoning district as long as the use is in compliance with the Uniform Building Code and provisions for off-street parking are met.
Maintain, manage and preserve existing housing stock	Housing Ordinance for Rental Property - Chapter 541	The City enforces a Rental Housing Ordinance which requires a rental housing license. The purpose of the rental code is to provide minimum standards to safeguard life or limb, health and public welfare by regulating and controlling the use and occupancy, maintenance and repair of all buildings and structures within the City used as rental housing.
	Carver County CDA	The City coordinates with the Carver County Community Development Agency to best align their resources with this identified housing need.
	Housing Improvement Area	The City will evaluate the potential use of Housing Improvement Areas (HIA) as a tool to assist townhome and

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	(HIA)	condo associations with improvements they could not otherwise finance.
	Waconia Housing and Redevelopment Authority (HRA) - Chapter 242	The City Council serves as the City's HRA. It shall continue to define housing needs in the community and shall attempt to provide a vehicle whereby blighted and substandard buildings in the community may be redeveloped or restored.
	Local 4d Tax Incentives	The City may evaluate the appropriateness of creating a local 4d tax incentive program.
	Small Cities Development Grant	The City, on a case by case basis, will evaluate if this program is appropriate to assist with residential rehabilitation in areas of the community where the housing stock is older and may be in need of rehabilitation in the future.
	NOAH Impact Fund	The City, on a case by case basis, will explore opportunities with the Minnesota Housing Fund on the use of NOAH (Naturally Occurring Affordable Housing) Impact Funds to finance the preservation of naturally occurring affordable housing.
	Local Funding Sources	The City will explore and promote programs offered through the Twin Cities Habitat for Humanity, Minnesota Housing and Finance Agency, and USDA Rural Development for residential rehabilitation.
	Referrals	The City will ensure staff is familiar with resources provided by the Carver County CDA and Minnesota Housing Finance Agency which can assist developers in maintaining and preserving existing housing stock.
Housing Diversity	Planning for and Guidance of property for a wide range of housing types.	The City will continue to plan for and guide properties for a wide range of housing types and densities through the Comprehensive Plan.
	Zoning Ordinance	The City will continue to use the zoning ordinance, land use plan and policies, including higher allowable densities or the use of flexible design mechanisms such as the planned unit development provisions found in City Code.
	Fair Housing Policy	The City will continue to work with partners within our community and within the region to provide affordable housing. A fair housing policy, while not included in the plan update, may be considered at a future date as the community continues to grow and further housing issues are identified.
	Community Development Block Grant Funds (CDBG) through Carver County	The City and County are not currently eligible for these funds, but if the requirements and guidelines were to be adjusted to make said funds available, the City would be open to exploring the use of these funds to provide additional affordable housing units within the areas guided for high density residential and mixed-use.

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<p>Housing for the Elderly</p>	<p>Supplementary Density, Height, Lot Coverage and Open Space Regulations for Senior Citizens Housing in Multi-Family Districts -Section 900.06, Subd. 4</p>	<p>The City Code allows additional density, height and lot coverage for Senior Housing in Multi-Family Districts.</p>
<p>Allocation of Affordable Housing Need at or below 30% AMI: 481 units</p>	<p>Trunk Fee Waiver Program</p>	<p>The City allows reduced water trunk and sewer trunk fees to support the development of affordable housing.</p>
	<p>Carver County CDA</p>	<p>The City will coordinate with the Carver County Community Development Agency to determine applicable resources for this stated need.</p>
	<p>Guidance of undeveloped properties at density ranges to support affordable housing</p>	<p>The City will continue to guide land consistent with the Future Land Use Plan to allow sufficient opportunity for development of this need.</p>
	<p>Tax Increment Financing (TIF)</p>	<p>The City, on a case by case basis, will use TIF for housing development.</p>
	<p>Tax Abatement</p>	<p>The City, on a case by case basis, will use Tax Abatement for housing development.</p>
	<p>Supplementary Residential Lot Width and Area Regulations -Section 900.06, Subd. 5</p>	<p>City Code allows up to 20% of new single-family housing units in each development to have reduced lot sizes, with certain provisions.</p>
	<p>Site Assembly</p>	<p>The City would partner with others to buy and assemble parcels for development.</p>
	<p>Livable Communities Demonstration Account (LCDA)</p>	<p>The City would consider supporting/applying for an LCDA grant to support proposals for this type of housing in areas guided for high density residential use.</p>
	<p>Housing Bonds</p>	<p>It is improbable that the City will support the issuance of housing bonds; however, the City will refer interested parties to the Carver County CDA.</p>
	<p>Community Land Trust (CLT)</p>	<p>The City will continue to support application of the CLT model through the Carver County CDA for this type of housing.</p>
<p>Consolidated RFP through the MHFA</p>	<p>The City would consider supporting/sponsoring an application to Super RFP programs for housing affordable at or below 30% AMI in high density locations designated on our land use plan map.</p>	
<p>Referrals</p>	<p>The City will ensure staff is familiar with resources provided by the Carver County CDA and Minnesota Housing Finance Agency which can assist developers in creating viable affordable housing projects.</p>	
<p>Allocation of Affordable Housing Need between 31% to 50% AMI: 183 units</p>	<p>Trunk Fee Waiver Program</p>	<p>The City allows reduced water trunk and sewer trunk fees to support the development of affordable housing.</p>
	<p>Carver County CDA</p>	<p>The City will coordinate with the Carver County Community Development Agency to determine applicable resources for this stated need.</p>

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	Guidance of undeveloped properties at density ranges to support affordable housing	The City will continue to guide land consistent with the Future Land Use Plan to allow sufficient opportunity for development of this need.
	Tax Increment Financing (TIF)	The City, on a case by case basis, will use TIF for housing development.
	Tax Abatement	The City, on a case by case basis, will use Tax Abatement for housing development.
	Supplementary Residential Lot Width and Area Regulations -Section 900.06, Subd. 5	City Code allows up to 20% of new single-family housing units in each development to have reduced lot sizes, with certain provisions.
	Site Assembly	The City would partner with others to buy and assemble parcels for development.
	Livable Communities Demonstration Account (LCDA)	The City would consider supporting/applying for an LCDA grant to support proposals for this type of housing in areas guided for high density residential use.
	Housing Bonds	It is improbable that the City will support the issuance of housing bonds; however, the City will refer interested parties to the Carver County CDA.
	Community Land Trust (CLT)	The City will continue to support application of the CLT model through the Carver County CDA for this type of housing.
	Consolidated RFP through the MHFA	The City would consider supporting/sponsoring an application to Super RFP programs for this type of housing in high density locations designated on the Land Use Plan Map.
	Referrals	The City will ensure staff is familiar with resources provided by the Carver County CDA and Minnesota Housing Finance Agency which can assist developers in creating viable affordable housing projects.
Allocation of Affordable Housing Need between 51% to 80% AMI: 199 units	Trunk Fee Waiver Program	The City allows reduced water trunk and sewer trunk fees to support the development of affordable housing.
	Carver County CDA	The City will coordinate with the Carver County Community Development Agency to determine applicable resources for this stated need.
	Guidance of undeveloped properties at density ranges to support affordable housing	The City will continue to guide land consistent with the Future Land Use Plan to allow sufficient opportunity for development of this need.
	Tax Increment Financing (TIF)	The City, on a case by case basis, will use TIF for housing development.
	Tax Abatement	The City, on a case by case basis, will use Tax Abatement for housing development.
	Supplementary Residential Lot Width and Area Regulations -Section 900.06, Subd. 5	City Code allows up to 20% of new single-family housing units in each development to have reduced lot sizes, with certain provisions.
	Site Assembly	The City would partner with others to buy and assemble parcels for development.
	Livable Communities	The City would consider supporting/applying for an LCDA

Demonstration Account (LCDA)	grant to support proposals for this type of housing in areas guided for high density residential use.
Housing Bonds	It is improbable that the City will support the issuance of housing bonds; however, the City will refer interested parties to the Carver County CDA.
Community Land Trust (CLT)	The City will continue to support application of the CLT model through the Carver County CDA for this type of housing.
Consolidated RFP through the MHFA	The City would consider supporting/sponsoring an application to Super RFP programs for this type of housing in high density locations designated on the Land Use Plan Map.
Referrals	The City will ensure staff is familiar with resources provided by the Carver County CDA and Minnesota Housing Finance Agency which can assist developers in creating viable affordable housing projects.

Prepare an annual report on how the plan is being used, periodic amendments as conditions warrant and formal reviews of the plan at least once every ten years.

- 1. Annual Reports:** Every twelve months the Waconia City Planning and Zoning staff will prepare a brief report summarizing:
 - How the plan was used to direct major spending, regulatory and construction decisions
 - How development and redevelopment did or did not coincide with the guidance of the plan
 - How the city has changed in ways that may call for amendments to the plan.

The report should be transmitted to the City Planning Commission and the City Council, and made available to the public. A brief verbal presentation at a workshop meeting should be conducted to call attention to the major findings of the annual report.

No plan amendments are necessitated in conjunction with these reports, although such amendments may be appropriate depending on the reports' findings.

- 2. Plan Amendments:** The Waconia City Planning Commission will propose amendments to the comprehensive plan from time to time as circumstances warrant. The public, including nearby Cities and Townships, should be notified of these major proposed changes and allowed an opportunity to become informed of the change and comment. The City will consider neighborhood opinion in evaluating how a proposed change would meet the above criteria. The City could consider soliciting public opinion through direct mail survey forms, neighborhood meetings (where applicable) and/or Planning Commission public meetings.

It is appropriate that some parts of the plan are rarely amended while others are highly subject to examination. The features that should be most long-lasting are those that are most fundamental such as the Objectives of each Element (e.g., Land Use). The Policies of each Element are more open to revision. Changes to the plan maps would, of course, depend on the magnitude of the revision, their relationship to the Objectives, and the nature of the changing circumstances that lead to the desire

for amendments.

- 3. Formal Reviews of the Plan:** At least once every **five years**, the City will instruct its Planning Commission and staff members to conduct a formal review of the entire plan, changing those features and sections that are judged to be out of date and/or not serving their purpose.

At least once every **ten years** the City Planning Commission shall formally review the Waconia Comprehensive Plan, the process may also involve an *ad hoc* advisory group as a review resource to insure the community is considering all relative information and situations important to the day. Such decennial review is required by the Minnesota Land Planning Act and the Metropolitan Council.

Criteria to Consider When Reviewing Plan Changes

These criteria should be considered when reviewing changes to the plan:

1. The change is consistent with the goals and objectives or other elements of the *Waconia Comprehensive Plan*.
2. The change does not create an adverse impact on public facilities and services that cannot be mitigated. Public facilities and services include roads, sewers, water supply, drainage, schools, police, fire and parks.
3. Development resulting from the change does not create an undue impact on surrounding properties. Such development should be consistent with the physical character of the surrounding neighborhood or would upgrade and improve its viability.
4. The change allows a more viable transition to the planned uses on adjacent properties than the current land use.
5. The change does not have a significant adverse impact on the natural environment including trees, slopes and groundwater, or the impact could be mitigated by improvements on the site or in the same vicinity.
6. There is a change in City policies or neighborhood characteristics that would justify a change.
7. The change corrects an error made in the original plan.
8. There is a community or regional need identified in the comprehensive plan for the proposed land use or service.
9. The change helps the City meet its life-cycle and affordable housing objectives.
10. The change does not adversely impact any landmarks or other historically significant structures or properties unless mitigated through relocation,

Consistency with the Plan

Try to align all major City actions, spending and ordinances with the *Comprehensive Plan*.

1. Consistency with the Plan: The City's actions will be consistent with the policies of the *Comprehensive Plan*. Those actions include but are not limited to:

- Review of development applications
- The capital improvements program
- Neighborhood and district plans
- Plans of other agencies as they affect Waconia
- Official Maps
- The Zoning Ordinance and Zoning Map
- The Subdivision Ordinance.

If major City actions are inconsistent with the *Comprehensive Plan*, the City should consider amending the plan or adjusting its actions. Continue to make the *Comprehensive Plan* the central decision-making guide for the City.

Capital Improvements Program

Adopt and use a five-year capital improvements program to guide local public spending in harmony with this plan.

A ten-year capital improvement program is shown in the attached Appendix 4-A. The *Comprehensive Plan* will be used as a guide in setting priorities in the periodic updates of the capital improvements program.